

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam  
Municipal Office Building Committee  
February 28, 2019  
Adopted March 28, 2019

**1. CALL TO ORDER**

Mr. Mansfield called the meeting to order at 7:00 p.m. at the Municipal Office Complex.

**2. ATTENDANCE AND APPOINTMENT OF ALTERNATE(S)**

Municipal Office Building Committee Members: Craig Mansfield, Edward Blaschik, Roy Parker, and Maryjane Malavasi.

Absent Member(s): Al Howat, Phil Barlow, Erik Dill, Chuck Smith, Tracey Gionta (BOF), William DiCristofaro (BOF), Erik Anderson (BOE), Park and Rec Representative (P&R), and Jim Ventres (Land Use Administrator).

Other(s): First Selectman Emmett Lyman, Scott Scholl (Downes Construction), Ron Turner (Director of Operations), Linda Zemienieski and Ruth Ziobron (Recording Secretary).

Mrs. Malavasi was seated for Mr. Smith.

**3. APPROVAL OF MEETING MINUTES**

**A. January 10, 2019**

**Motion by Mr. Blaschik, second by Mr. Parker and unanimously passed to approve the January 10, 2019 meeting minutes as presented.**

**4. OLD BUSINESS**

**A. Silver Petrucelli & Associates**

**B. Downes Construction**

Mr. Scholl reviewed the following:

-Downes Building Committee Agenda dated 02/28/19.

-Mr. Scholl reviewed the COP log.

-COP Log #373 to Ferguson for HVAC Controls in the amount of \$6,542. Mr. Mansfield stated it was the opinion of committee members that this was a disputed item between Silver Petrucelli (believe it should have been done as a part of the design) and Downes Construction/Commissioning Agent (believe the sequencing was not documented correctly). Mr. Blaschik questioned if modifications had been made to the controls. Mr. Mansfield replied no. Mr. Scholl explained performance documents needed to explicitly lay out in the programming as to what the sequencing should be to obtain the correct relative humidity, which was not the case. Mr. Blaschik stated the sequencing issue was causing a high electricity bill. The Commissioning Agent will be asked to attend the next meeting to review this issue.

-Humidity issues for Building A and the Vault area-Ferguson is getting a proposal from NEEC.

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- Front entrance concrete walk payment issue with BSC/Mather is pending. Mr. Mansfield has been advised by the Town Attorney that the Town has made no errors. It was an agreement outside of the contract between BSC and Mather.
- Additional signage has been received by Takeform. An Installer will be scheduled once the ground is not frozen.
- Mr. Scholl reviewed the railing and opening button for the Stanley Magic-Force Power-Matic full swing door operator at the front door. Mr. Blaschik stated he would like to see plans before approval. Mrs. Malavasi was opposed to the railing location. Mr. Mansfield suggested planters to anchor the railing's appearance. Responsive to a question by Mr. Blaschik, Mr. Scholl agreed to ask Mr. Stein if the opening button could be located on the side of the building.

**Motion by Mrs. Malavasi, second by Mr. Parker to approve the opening button, preferably located on the building (if ADA compliant).**

**Favor: Mansfield, Parker, Malavasi**

**Oppose: Blaschik**

**Motion passed.**

The Owners Subcommittee did not review the change orders.

**Motion by Mr. Blaschik, second by Mr. Parker and unanimously passed to approve COP #372-Additional Wayfinding Signage, S&P email dated 1-2-19 in the amount of \$0.**

**Motion by Mr. Parker, second by Mr. Mansfield and unanimously passed to approve COP #371-Powermatic Door Operator, Owner Request in the amount of \$5,972.**

- Lower parking stall will be repaired once the Mather issue is resolved.
- Storm drain is being fixed.
- The copulas leak during heavy rain. Mr. Scholl stated there are no roof protections inside the copulas by design. It is not a design issue. Mr. Turner will ask a town carpenter to fix the copulas so they don't leak.

**Motion by Mr. Blaschik, second by Mr. Parker and unanimously passed to approve an invoice in the amount of \$2,380 for electrical work around the front entrance rock including LED lights, additional power for heaters, printers, and a sump pump.**

**C. USDA**

**D. Bills and Invoices**

**Motion by Mrs. Malavasi, second by Mr. Mansfield and unanimously passed to approve Downe's Invoice #22- January 2019 payment in the amount of \$119,699.62.**

**5. GENERAL DISCUSSION**

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Mr. Blaschik shared that there were requests during town budget meetings for a score board, sound system on the stage, volley ball equipment, basketball hoops and upgrades to the skateboard park. Mr. Mansfield stated the tennis courts were in the committee's original charge, and score boards had been tabled and would be funded if there was money left in the budget. He stated the skateboard park was not in the committee's charge. Mrs. Malavasi stated the sound system, volleyball equipment and basketball hoops were program related. Mr. Mansfield stated there was a portable sound system which could be used.

Mr. Mansfield asked Mrs. Zemienieski to provide the copies of the electric bills so he could give them to the Commissioning Agent for analysis.

Mr. Mansfield informed the committee of a FOI request from Terri Dickinson. Mr. Mansfield stated Mrs. Zemienieski had responded to her original request. The Building Department also responded to her request.

**6. NEXT MEETING**

**A. March 12, 2019**

The next scheduled regular meeting is Thursday, March 12, 2019

**7. Audience of Citizens**

**8. ADJOURNMENT**

**Motion by Mr. Blaschik at 8:10 p.m. to adjourn. Second by Mr. Parker and unanimously passed.**

Respectfully submitted;

Edward C. Blaschik  
Secretary